

### **Alleghany County Fairgrounds Application**

Today's Date:	Date and Time Needed:
Name of Applicant:	Phone:
Address	
Group/Organization Name:	
Type of Event (explain in as much	detail as possible):
Check all facilities you plan to use	: Barn Black BuildingGrandstands Entire Facility
	Rules and Regulations

- **1.** Application for use of facilities must be submitted to Alleghany County Parks and Recreation Department NO LESS THAN 30 days prior to the event.
- 2. Use of alcoholic beverages or illegal substances on any part of the premises is strictly prohibited.
- **3.** No event will be cancelled unless due to weather hazards or other natural or man-made disturbances and cancellation will be determined by event sponsor in conjunction with Alleghany County Parks and Recreation Department. No liability for loss will be incurred by reason of such action by Alleghany County.
- **4.** The sponsoring organization must afford adequate and appropriate supervision of all activities associated with the use of the facilities during the term of their event.
- **5.** Event holder is responsible for hiring cleaning personnel to keep facilities of use clean during the event and to clean same facilities after the event.
- **6.** The event holder is responsible for communicating with outside vendors the rule of not competing with the concession stand holders menu items. (see attached menu)
- **7.** The event holder will need to meet with the Alleghany County Parks and Recreation Director 15 days prior to the event to discuss all vendors and food services.
- 8. All food vendors responsible for obtaining and submitting proper Health Department permits.
- **9.** There will be no signage allowed along the roadway or attached to the split rail fencing. The marquee will be utilized.

#### **Rules and Regulations Continued**

- **10.** Proof of liability insurance is required for all events beginning on the day starting setup through the end of breaking down after the event.
- **11.** Event holder must complete the clean up within 3 days. Failure to clean up within 3 days of the event will cause a forfeiture of the deposit.

#### **LIABILITIES ASSUMED BY USERS:**

Users of the facilities assume all liability for loss to the facility and its equipment and agree as part of its or their application to make prompt restitution for any such loss, damage or injury whether covered by insurance or not. Cleaning deposits may be utilized as partial or full restitution. Users of the facilities are responsible for all claims for damages by reason of injury to persons or property that may arise out of the use of the facilities or equipment.

By signing below, you are stating that you have read and understand the rules of the Alleghany County Parks and Recreation Department, while also agreeing to follow these rules during your event.

Printed Name	Signature	Date

All checks and correspondence should be sent to: Alleghany County Parks and Recreation

P.O. Box 366

Sparta, NC 28675

# **Fairgrounds Fee Schedule**

PROFIT NON-PROFIT

Barn \$100/day or \$500/week Barn \$50/day or \$250/week

Emerson Black Building \$200/day or \$1,000/week Emerson Black Building \$100/day or \$500/week

Grandstands \$500/day or \$2,000/week Grandstands \$250/day or \$1,000/week

Camper hookups \$30/day or \$150/week Camper hookups \$30/day or \$150/week

Sound System Deposit \$150 Sound System Deposit \$150

Cleaning Deposit \$500 Cleaning Deposit \$500

## **Fairground Clean-Up Work Sheet and Guidelines**

	Event Da	ate of Event	
	Wording Needed for Marquee		
	Black B	uilding	
gini	ning of Function	End of Function	on Official Us
	_ Bathrooms, Toilets and Sinks Clean, Supplies Stocked		
	_ Trash Cans Empty		
	_ Floor Swept		
	_ Kitchen Area, Refrigerator Empty and Wiped Out		
Sink Area and Countertops Clean			
	_ Exterior Area		
	_ All Rubbish and Debris Removed		
	Grandsta	nd Area	
	_ Bathrooms, Toilets and Sinks clean		
	_ Trash Cans Empty		
	_ Floor Swept		
	_ Supplies Stocked		
	_ Exterior Area		
	_ All Rubbish and Debris Removed		
	Ba	<u>rn</u>	
	All Trash Cans Empty		
	_ All Rubbish, Manure and Debris Removed		
	_ Panels Replaced and Locked		
_	_Manure/Dirty sawdust taken to designated area away f	ram harn	